

# General Services





## Mission Statement

To protect and preserve the health, safety, and general well-being of the citizens of San Diego through the effective and efficient management, maintenance, and operation of the City's transportation, storm drain and facilities infrastructure, public works call center, publishing, and fleet services. Every member of the General Services Department strives for responsiveness, dedication, effectiveness, efficiency, and excellence in public service.

## Department Description

The General Services Department is comprised of eight distinct divisions/programs with approximately 800 budgeted positions and an \$180 million annual budget. The Department operates with a core mission to provide the most efficient and effective service to the residents and visitors of San Diego and to its fellow City Departments.

The General Services Department includes the following eight divisions:

The Administration Division provides direction, policy, planning, and overall administration to all of the divisions within the General Services Department, and serves as the Department's liaison with local, State, and federal agencies.

The Facilities Division provides day-to-day maintenance and repair services to over 1,600 facilities, including preventive maintenance, emergency repairs, and deferred maintenance. Deferred maintenance work includes re-roofing facilities, replacing Heating, Ventilating, and Air Conditioning systems, performing structural improvements, and other repair work.

The Storm Water Pollution Prevention Division has been designated as the lead in protecting and improving the water quality of rivers, creeks, bays, and the ocean in compliance with the updated Municipal Storm Water Permit and other surface water quality regulations and orders issued by the State of California. The Division's main objective is to identify sources of pollution and abate them through public education, watershed management, stormwater development regulations, monitoring, investigations, enforcement, Citywide training, coordination, and additional regional initiatives. This department is new to the General Services Department for Fiscal Year 2008, as it was previously budgeted in Metropolitan Wastewater Department.

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## Department Description

The Street Division maintains and repairs all streets, alleys, sidewalks, bridges, guardrails, and fences; administers annual resurfacing and slurry seal contracts; cleans and repairs storm drain inlets, pipes, and channels; sweeps streets; maintains and repairs street lights and traffic signals; performs traffic lane striping; paints and removes traffic markings and legends; maintains and manufactures traffic signs; maintains street trees.

The Contracts Division is a new division for Fiscal Year 2008 which will provide administration of Citywide service contracts and administer the General Services General Requirement Contract Program aimed at managing large scale repair and improvement contracts.

Station 38 receives calls reporting public service emergencies and service outages and dispatches crews to address these issues in a timely manner.

Publishing Services is comprised of Printing Operations, Publishing, and the Citywide Photocopy Program. Publishing Services provides full service reproduction capability, including graphic design, offset printing, two quick copy centers, quality finishing services, delivery, and direct mail services. The Citywide Photocopy Program manages and provides over 550 copiers for departmental needs.

The new consolidated Equipment Division (fleet services) provides all departments with motive equipment and a full range of fleet management services. These services include acquisition, fitting, maintenance and repair, the provision of parts and fuel, body repair, painting, metal fabrication, disposal services, and other motive equipment related support services, such as machining, equipment rental, and operator training.

## Service Efforts and Accomplishments

The Facilities Division has worked closely with City staff to remodel facilities in response to Americans with Disabilities Act (ADA) regulations, including the completion of several restroom remodeling projects at the Automotive Museum and City Administration Building. Other significant projects completed by Facilities Division include re-roofing of the Museum of Art, Museum of Man, Old Globe Theater, Malcolm X Library, Casa Familiar Recreation Center, and Bud Kearns Pool. The Facilities Division has made numerous improvements to Torrey Pines Golf Course in anticipation of the 2008 U.S. Open, and has installed new HVAC systems at the Museum of Art and Fire Station #8.

In Fiscal Year 2007, the Facilities Division began the Citywide Facility Assessment Program in an effort to better inventory and document operating systems and maintenance needs. The Division has also developed recommendations as a result of the Business Process Re-engineering (BPR) effort in support of its goal of becoming a Most Efficient Organization.

The Storm Water Pollution Prevention Division continued to lead the City in improving the water quality of beaches, bays, and creeks under the terms of the Municipal Storm Water Permit and other surface water quality regulations and orders issued by the State of California. This was accomplished by participating in trash cleanups, expanding the division's educational "Think Blue" activities, and continuing water quality sampling and industrial inspection programs. The Division actively pursued and received 10 grants for planning, education, monitoring, and capital projects.

A major accomplishment was completed with the enforcement of erosion and sediment controls in the Arroyo Sorrento Road area leading to the rescission of Arroyo Sorrento Road Cleanup and Abatement Order. Additionally, the City's code compliance officers remained diligent in keeping pollutants out of San Diego's waterways, issuing more than 850 Notice of Violations to the Storm Water Municipal Code.

The Street Division strives to provide exceptional customer service. Daily maintenance activities include: pothole, asphalt, concrete, and sidewalk repair; street sweeping; street light and traffic signal maintenance; drainage

## Service Efforts and Accomplishments

structure, pipe, and channel cleaning and repair; traffic sign, striping, and legend maintenance; street tree maintenance.

The City is continuing the process to obtain a master permit that will allow for a one-time comprehensive environmental review and mitigation for Street Division's ongoing maintenance of all City drainage channels. The master permit will consist of permits from the Regional Water Quality Control Board, Army Corps of Engineers, California Fish and Game, California Fish and Wildlife, and the City's Development Services Department.

The Publishing Services Division's Citywide Photocopy Program launched a new contract in Fiscal Year 2007. This enhanced program is fully digital with a color option and has enabled departments to integrate desktop printing, scanning and faxing capabilities into their copy equipment. This new technology will reduce the need for separate devices such as fax machines and individual printers, as well as reduce the need for associated supplies and services.

The provision of fleet services to City departments had historically occurred through three separate fleet organizations: the Police Department, the Fire Department, and non-public safety departments. In Fiscal Year 2007, the BPR program provided the opportunity to view the provision of fleet services from a comprehensive and unified perspective, which has typically been noted as a fleet management best practice. The Fleet BPR team assessed the three fleets, which had a total of 4,439 vehicles/motive equipment and 286 employees in Fiscal Year 2007, and \$50 million in operations fund expenditures and consolidated them into one organization/division.

## Budget Dollars at Work

- Maintained 1,647 facilities
- Completed 8,999 work orders on City facilities
- Issued 850 Notices of Violation related to the Storm Water Municipal Code
- Maintained 2,985 miles of streets and alleys
- Maintained 5,000 miles of sidewalks
- Maintained 70,000 storm drain structures, pipes, and channels
- Maintained 46,500 street lights
- Maintained 1,588 City-owned signalized intersections
- Maintained 250,000 traffic signs
- Maintained 226,546 street trees
- Received 96,000 citizen calls for public works emergencies or outages
- Completed 4,240 print requisitions
- Produced 27,461,792 press images
- Completed 2,095 graphic design requests
- Maintained 4,439 non-public safety fleet motive equipment pieces
- Purchased 557 pieces of motive equipment

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## Department Summary

General Services				
	FY 2006 BUDGET	FY 2007 BUDGET	FY 2008 PROPOSED	FY 2007-2008 CHANGE
Positions	752.49	797.58	<b>737.58</b>	(60.00)
Personnel Expense	\$ 56,555,307	\$ 59,765,726	\$ <b>60,246,834</b>	\$ 481,108
Non-Personnel Expense	\$ 63,533,939	\$ 75,682,639	\$ <b>134,888,310</b>	\$ 59,205,671
<b>TOTAL</b>	<b>\$ 120,089,246</b>	<b>\$ 135,448,365</b>	<b>\$ 195,135,144</b>	<b>\$ 59,686,779</b>

## Department Staffing

	FY 2006 BUDGET	FY 2007 BUDGET	FY 2008 PROPOSED
<b>GENERAL FUND</b>			
<b>Administration</b>			
Administration	2.01	2.00	<b>5.00</b>
<b>Total</b>	<b>2.01</b>	<b>2.00</b>	<b>5.00</b>
<b>Facilities</b>			
ADA	15.00	16.00	<b>0.00</b>
Administration / Management	7.01	7.00	<b>13.00</b>
CAB and DSC Facility Maintenance	13.00	14.00	<b>0.00</b>
Contracts and Repair Support	2.75	3.00	<b>0.00</b>
Enterprise Facilities	24.50	24.00	<b>0.00</b>
Maintenance of Facilities	49.50	56.50	<b>0.00</b>
Preventive Maintenance	6.00	8.00	<b>0.00</b>
Region 1	0.00	0.00	<b>46.00</b>
Region 2	0.00	0.00	<b>61.00</b>
World Trade Center	2.00	2.00	<b>0.00</b>
<b>Total</b>	<b>119.76</b>	<b>130.50</b>	<b>120.00</b>
<b>Storm Water Pollution Prevention</b>			
Administration	5.01	5.00	<b>7.00</b>
Engineering and BMP Development	3.00	3.50	<b>4.00</b>
Investigations and Enforcement	5.00	5.00	<b>12.00</b>
Public Education	1.00	3.00	<b>3.00</b>
Receiving Water Monitoring	3.34	5.34	<b>10.00</b>
Watershed Coordination	1.00	3.50	<b>6.00</b>
<b>Total</b>	<b>18.35</b>	<b>25.34</b>	<b>42.00</b>
<b>Street Division - General Fund</b>			
Electrical	0.00	49.33	<b>49.33</b>
Management	0.00	26.00	<b>24.00</b>
Roadways	0.00	72.00	<b>63.00</b>

# General Services

## Department Staffing

	FY 2006 BUDGET	FY 2007 BUDGET	FY 2008 PROPOSED
<b>GENERAL FUND</b>			
<b>Street Division - General Fund</b>			
Storm Drains	0.00	45.16	38.00
Traffic	0.00	57.00	55.00
Urban Forestry	0.00	68.00	55.00
<b>Total</b>	<b>0.00</b>	<b>317.49</b>	<b>284.33</b>
<b>Contracts Division</b>			
GRC/Improvements	0.00	0.00	4.00
Services Contracts	0.00	0.00	1.00
<b>Total</b>	<b>0.00</b>	<b>0.00</b>	<b>5.00</b>
<b>Parking Management</b>			
Administration	1.01	1.00	0.00
Customer Service	17.15	21.15	0.00
Enforcement	65.85	69.85	0.00
Parking Meter Operations	8.00	8.00	0.00
<b>Total</b>	<b>92.01</b>	<b>100.00</b>	<b>0.00</b>
<b>Station 38</b>			
Station 38 (Communications Center)	7.75	7.75	7.25
<b>Total</b>	<b>7.75</b>	<b>7.75</b>	<b>7.25</b>
<b>STREET DIVISION OPERATING FUND</b>			
<b>Street Division</b>			
Electrical	49.33	0.00	0.00
Management	24.08	0.00	0.00
Roadways	72.00	0.00	0.00
Storm Drains	47.16	0.00	0.00
Traffic	55.00	0.00	0.00
Urban Forestry	59.00	0.00	0.00
<b>Total</b>	<b>306.57</b>	<b>0.00</b>	<b>0.00</b>
<b>PUBLISHING SERVICES INTERNAL FUND</b>			
<b>Publishing Services</b>			
Citywide Photocopy	5.25	5.25	3.25
Customer and Support Services	1.00	1.00	0.00
Division Management	0.01	0.00	0.00
Printing Services	28.75	28.75	21.75
<b>Total</b>	<b>35.01</b>	<b>35.00</b>	<b>25.00</b>
<b>EQUIPMENT INTERNAL SERVICE FUND</b>			
<b>Equipment - Operations</b>			
Acquisition, Fitting and Disposal	8.95	8.95	8.75

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## Department Staffing

	FY 2006 BUDGET	FY 2007 BUDGET	FY 2008 PROPOSED
<b>EQUIPMENT INTERNAL SERVICE FUND</b>			
<b>Equipment - Operations</b>			
Administration	6.73	7.20	11.00
Repair and Maintenance	146.35	151.35	222.25
Support Services	9.00	12.00	7.00
<b>Total</b>	<b>171.03</b>	<b>179.50</b>	<b>249.00</b>
<b>DEPARTMENT TOTAL</b>	<b>752.49</b>	<b>797.58</b>	<b>737.58</b>

## Department Expenditures

	FY 2006 BUDGET	FY 2007 BUDGET	FY 2008 PROPOSED
<b>GENERAL FUND</b>			
<b>Administration</b>			
Administration	\$ -	\$ 890	\$ 11,943
Administration	\$ 293,613	\$ 295,095	\$ 718,717
<b>Total</b>	<b>\$ 293,613</b>	<b>\$ 295,985</b>	<b>\$ 730,660</b>
<b>Facilities</b>			
ADA	\$ 1,375,665	\$ 1,507,587	\$ (15,054)
Administration / Management	\$ 1,475,537	\$ 1,293,340	\$ 2,001,731
CAB and DSC Facility Maintenance	\$ 1,641,969	\$ 2,141,852	\$ (12,412)
Contracts and Repair Support	\$ 718,422	\$ 746,207	\$ (1,685)
Crabtree Building	\$ 198,352	\$ 198,407	\$ -
Enterprise Facilities	\$ 2,162,668	\$ 2,243,073	\$ (16,900)
General Services - Facilities Division	\$ -	\$ (436,759)	\$ (32,454)
Maintenance of Facilities	\$ 5,147,308	\$ 5,934,793	\$ (42,227)
Preventive Maintenance	\$ 517,693	\$ 681,506	\$ (4,715)
Region 1	\$ -	\$ -	\$ 5,004,246
Region 2	\$ -	\$ -	\$ 8,007,533
World Trade Center	\$ 642,121	\$ 833,784	\$ (1,213)
<b>Total</b>	<b>\$ 13,879,735</b>	<b>\$ 15,143,790</b>	<b>\$ 14,886,850</b>
<b>Storm Water Pollution Prevention</b>			
Administration	\$ 960,480	\$ 1,347,496	\$ 2,024,111
Engineering and BMP Development	\$ 304,608	\$ 1,054,526	\$ 2,032,129
Investigations and Enforcement	\$ 401,229	\$ 406,391	\$ 1,756,102
Public Education	\$ 329,491	\$ 2,330,135	\$ 4,806,729
Receiving Water Monitoring	\$ 608,769	\$ 4,494,537	\$ 6,452,333
Storm Water Pollution Prevention	\$ -	\$ 746	\$ (452,943)
Watershed Coordination	\$ 143,808	\$ 3,927,777	\$ 6,330,050
<b>Total</b>	<b>\$ 2,748,385</b>	<b>\$ 13,561,608</b>	<b>\$ 22,948,511</b>

# General Services

## Department Expenditures

	FY 2006 BUDGET	FY 2007 BUDGET	FY 2008 PROPOSED
<b>GENERAL FUND</b>			
<b>Street Division - General Fund</b>			
Electrical	\$ -	\$ 11,486,943	\$ 12,489,258
Management	\$ -	\$ 3,288,640	\$ 2,511,222
Roadways	\$ -	\$ 10,067,079	\$ 9,574,931
Storm Drains	\$ -	\$ 7,079,817	\$ 26,030,590
Street Division - General Fund	\$ -	\$ (162,903)	\$ -
Traffic	\$ -	\$ 9,850,263	\$ 9,886,604
Urban Forestry	\$ -	\$ 9,071,247	\$ 8,458,742
<b>Total</b>	<b>\$ -</b>	<b>\$ 50,681,086</b>	<b>\$ 68,951,347</b>
<b>Contracts Division</b>			
GRC/Improvements	\$ -	\$ -	\$ 418,382
Services Contracts	\$ -	\$ -	\$ 1,301,561
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,719,943</b>
<b>Parking Management</b>			
Administration	\$ 101,904	\$ 100,286	\$ (22)
Customer Service	\$ 2,160,526	\$ 2,671,690	\$ (8,839)
Enforcement	\$ 5,030,853	\$ 5,877,070	\$ (72,014)
Parking Management	\$ -	\$ (142,260)	\$ -
Parking Meter Operations	\$ 874,319	\$ 1,076,287	\$ (11,492)
<b>Total</b>	<b>\$ 8,167,602</b>	<b>\$ 9,583,073</b>	<b>\$ (92,367)</b>
<b>Station 38</b>			
Station 38 (Communications Center)	\$ 544,626	\$ 562,841	\$ 557,893
<b>Total</b>	<b>\$ 544,626</b>	<b>\$ 562,841</b>	<b>\$ 557,893</b>
<b>STREET DIVISION OPERATING FUND</b>			
<b>Street Division</b>			
Electrical	\$ 11,003,431	\$ -	\$ -
Management	\$ 3,238,311	\$ -	\$ -
Roadways	\$ 9,569,248	\$ -	\$ -
Storm Drains	\$ 7,071,798	\$ -	\$ -
Traffic	\$ 9,719,839	\$ -	\$ -
Urban Forestry	\$ 8,293,489	\$ -	\$ -
<b>Total</b>	<b>\$ 48,896,116</b>	<b>\$ -</b>	<b>\$ -</b>
<b>PUBLISHING SERVICES INTERNAL FUND</b>			
<b>Publishing Services</b>			
Citywide Photocopy	\$ 1,521,996	\$ 1,427,947	\$ 1,323,848
Customer and Support Services	\$ 75,272	\$ 75,568	\$ 17,633
Division Management	\$ 50,147	\$ 42,447	\$ 33,656



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## Department Expenditures

	FY 2006 BUDGET	FY 2007 BUDGET	FY 2008 PROPOSED
<b>PUBLISHING SERVICES INTERNAL FUND</b>			
<b>Publishing Services</b>			
Print Shop	\$ -	\$ (387,089)	\$ 21,097
Printing Services	\$ 3,101,883	\$ 3,196,228	\$ 2,800,221
<b>Total</b>	<b>\$ 4,749,298</b>	<b>\$ 4,355,101</b>	<b>\$ 4,196,455</b>
<b>EQUIPMENT INTERNAL SERVICE FUND</b>			
<b>Equipment - Operations</b>			
Acquisition, Fitting and Disposal	\$ 791,204	\$ 805,160	\$ 857,045
Administration	\$ 1,495,179	\$ 1,560,554	\$ 2,525,962
Equipment Division-Operations	\$ -	\$ (349,134)	\$ 151,156
Repair and Maintenance	\$ 16,743,572	\$ 17,114,430	\$ 29,032,447
Support Services	\$ 6,865,650	\$ 9,150,471	\$ 17,069,083
<b>Total</b>	<b>\$ 25,895,605</b>	<b>\$ 28,281,481</b>	<b>\$ 49,635,693</b>
<b>EQUIPMENT REPLACEMENT FUND</b>			
<b>Equipment - Replacement</b>			
Replacement	\$ 14,914,266	\$ 12,983,400	\$ 31,600,159
<b>Total</b>	<b>\$ 14,914,266</b>	<b>\$ 12,983,400</b>	<b>\$ 31,600,159</b>
<b>DEPARTMENT TOTAL</b>	<b>\$ 120,089,246</b>	<b>\$ 135,448,365</b>	<b>\$ 195,135,144</b>

## Significant Budget Adjustments

### GENERAL FUND

Administration	Positions	Cost	Revenue
<b>Salary and Benefit Adjustments</b>	0.00	\$ 5,376	0
Adjustments to reflect the annualization of the Fiscal Year 2007 negotiated salary compensation schedule, changes to average salaries, retirement contributions, retiree health contributions, and other benefit compensation.			
<b>Transfer from the Street Division</b>	4.00	\$ 330,940	0
Transfer in of 2.00 Utility Worker IIs, 1.00 Public Works Supervisor, and 1.00 Supervising Management Analyst from the General Services Department-Street Division to accurately reflect organizational structure.			
<b>Position Swap</b>	(1.00)	\$ 77,534	0
Swap of 2.00 Utility Worker Is for 1.00 Organization Effectiveness Specialist III. Swap of 1.00 Public Works Supervisor for 1.00 Assistant Department Director.			

## Significant Budget Adjustments

### GENERAL FUND

Administration	Positions	Cost	Revenue
<b>Increase to Retiree Health Care-Other Post-Employment Benefits (OPEB)</b>	0.00 \$	11,053 \$	0
Addition of funds to be applied toward the total liability for retiree health care.			
<b>Support for Information Technology</b>	0.00 \$	9,876 \$	0
Funding is allocated according to a zero-based annual review of information technology funding requirements and priority analyses.			
<b>Non-Discretionary</b>	0.00 \$	(104) \$	0
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.			

Contracts Division	Positions	Cost	Revenue
<b>Transfer from the Facilities Division</b>	5.00 \$	1,708,000 \$	3,213,050
Transfer of 2.00 Construction Estimators, 1.00 Assistant Engineer - Civil, 1.00 Associate Engineer - Mechanical, 1.00 Principal Engineering Aide, and associated non-personnel expenses and revenue to establish the General Services Department - Contracts Division.			
<b>Increase to Retiree Health Care-Other Post-Employment Benefits (OPEB)</b>	0.00 \$	11,943 \$	0
Addition of funds to be applied toward the total liability for retiree health care.			

Facilities	Positions	Cost	Revenue
<b>Salary and Benefit Adjustments</b>	0.00 \$	879,107 \$	0
Adjustments to reflect the annualization of the Fiscal Year 2007 negotiated salary compensation schedule, changes to average salaries, retirement contributions, retiree health contributions, and other benefit compensation.			
<b>Additional Funding for the San Diego Theater Concourse and the Central Boiler</b>	0.00 \$	1,000,000 \$	0
Additional funding to accommodate a new lease agreement entered into by the Real Estate Assets Department. This agreement requires that the Facilities Division funds \$1 million per year in labor costs, materials costs, and utility costs for the operations of the San Diego Theater Concourse and the Central Boiler.			

# General Services

## Significant Budget Adjustments

### GENERAL FUND

Facilities	Positions	Cost	Revenue
<b>Increase to Retiree Health Care-Other Post-Employment Benefits (OPEB)</b> Addition of funds to be applied toward the total liability for retiree health care.	0.00 \$	229,755 \$	0
<b>Non-Discretionary</b> Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.	0.00 \$	128,003 \$	0
<b>Transfer from the Engineering and Capital Projects Department</b> Transfer in of 1.00 Associate Engineer - Civil and associated revenue from the Engineering and Capital Projects Department in order to facilitate the reclassification and hiring of 1.00 Assistant Facility Manager.	1.00 \$	116,394 \$	110,420
<b>Transfer from the Equipment Division</b> Transfer of 2.00 Custodian IIs from the General Services Department - Equipment Division as a result of Fleet Services Business Process Re-engineering (BPR) implementation.	2.00 \$	112,144 \$	0
<b>Position Swap</b> Increase a Painter and a Refrigeration Mechanic from half-time to full-time to correct for structural underfunding. 1.00 Carpenter is reduced in order to increase the Painter and Refrigeration Mechanic to full-time positions. Swap 2.00 Construction Estimators and 1.00 Painter for 1.00 Custodian II, 1.00 Carpenter, and 1.00 Roofer.	0.00 \$	66,581 \$	0
<b>Revised Revenue</b> Adjustment to Fiscal Year 2007 revenue to reflect Fiscal Year 2008 revenue projections.	0.00 \$	0 \$	(150,420)
<b>Position Reduction</b> Reduction of 0.50 Heating Technician to properly reflect the organizational structure.	(0.50) \$	(42,812) \$	0
<b>Support for Information Technology</b> Funding is allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00 \$	(75,460) \$	0

## Significant Budget Adjustments

### GENERAL FUND

Facilities	Positions	Cost	Revenue
<b>Vacancy Savings</b>	0.00 \$	(320,281) \$	0
Adjustments in personnel expense from positions that are projected to be vacant for a period of time in Fiscal Year 2008 due to personnel transition and salary differentials for new employees.			
<b>General Fund Savings Proposal</b>	(8.00) \$	(642,371) \$	0
Department submitted reduction proposal.			
<b>Transfer to the Contracts Division</b>	(5.00) \$	(1,708,000) \$	(3,213,050)
Transfer of 2.00 Construction Estimators, 1.00 Assistant Engineer - Civil, 1.00 Associate Engineer - Mechanical, 1.00 Principal Engineering Aide, and associated non-personnel expenses and revenue to establish the General Services Department - Contracts Division.			

Parking Management	Positions	Cost	Revenue
<b>Salary and Benefit Adjustments</b>	0.00 \$	381,050 \$	0
Adjustments to reflect the annualization of the Fiscal Year 2007 negotiated salary compensation schedule, changes to average salaries, retirement contributions, retiree health contributions, and other benefit compensation.			
<b>Support for Information Technology</b>	0.00 \$	329,049 \$	0
Funding is allocated according to a zero-based annual review of information technology funding requirements and priority analyses.			
<b>Non-Discretionary</b>	0.00 \$	(179,745) \$	0
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.			
<b>Parking Management Restructure</b>	(100.00) \$	(10,205,794) \$	(25,683,216)
Transfer of staff and non-personnel expenses from the Parking Management Department to the Police Department and the Office of the City Treasurer due to restructuring.			

Station 38	Positions	Cost	Revenue
<b>Salary and Benefit Adjustments</b>	0.00 \$	23,992 \$	0
Adjustments to reflect the annualization of the Fiscal Year 2007 negotiated salary compensation schedule, changes to average salaries, retirement contributions, retiree health contributions, and other benefit compensation.			

# General Services

## Significant Budget Adjustments

### GENERAL FUND

Station 38	Positions	Cost	Revenue
<b>Increase to Retiree Health Care-Other Post-Employment Benefits (OPEB)</b> Addition of funds to be applied toward the total liability for retiree health care.	0.00 \$	13,868 \$	0
<b>Non-Discretionary</b> Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.	0.00 \$	(575) \$	0
<b>Support for Information Technology</b> Funding is allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00 \$	(7,052) \$	0
<b>General Fund Savings Proposal</b> Department submitted reduction proposal.	(0.50) \$	(35,181) \$	0

Storm Water Pollution Prevention	Positions	Cost	Revenue
<b>Salary and Benefit Adjustments</b> Adjustments to reflect the annualization of the Fiscal Year 2007 negotiated salary compensation schedule, changes to average salaries, retirement contributions, retiree health contributions, and other benefit compensation.	0.00 \$	271,259 \$	0
<b>Mayor's Five-Year Financial Outlook Additions</b> Additions per the Mayor's Five-Year Financial Outlook in order to comply with increased storm water runoff regulations associated with the new Storm Water Permit and for deferred maintenance projects.	13.50 \$	9,355,973 \$	0
<b>Transfer from the Street Division</b> Transfer of 1.00 Senior Drafting Aide, 1.66 Laboratory Technicians, and 0.50 Biologist III from the General Services Department - Street Division.	3.16 \$	259,492 \$	0
<b>Increase to Retiree Health Care-Other Post-Employment Benefits (OPEB)</b> Addition of funds to be applied toward the total liability for retiree health care.	0.00 \$	89,045 \$	0
<b>Revised Revenue</b> Adjustment to Fiscal Year 2007 revenue to reflect Fiscal Year 2008 revenue projections.	0.00 \$	0 \$	(271,984)

## Significant Budget Adjustments

### GENERAL FUND

<b>Storm Water Pollution Prevention</b>	<b>Positions</b>	<b>Cost</b>	<b>Revenue</b>
<b>Non-Discretionary</b> Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.	0.00 \$	(14,790) \$	0
<b>Support for Information Technology</b> Funding is allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00 \$	(20,812) \$	0
<b>Vacancy Savings</b> Adjustments in personnel expense from positions that are projected to be vacant for a period of time in Fiscal Year 2008 due to personnel transition and salary differentials for new employees.	0.00 \$	(553,264) \$	0

<b>Street Division - General Fund</b>	<b>Positions</b>	<b>Cost</b>	<b>Revenue</b>
<b>Salary and Benefit Adjustments</b> Adjustments to reflect the annualization of the Fiscal Year 2007 negotiated salary compensation schedule, changes to average salaries, retirement contributions, retiree health contributions, and other benefit compensation.	0.00 \$	1,294,846 \$	0
<b>Transfer from the Citywide Expenditures Department</b> Per the Mayor's Five-Year Financial Outlook, funds for deferred maintenance of street and storm drain repairs to be directly allocated to the General Services Department - Street Division.	0.00 \$	10,593,222 \$	0
<b>Mayor's Five-Year Financial Outlook Additions</b> Additions per the Mayor's Five-Year Financial Outlook in order to comply with increased stormwater runoff regulations associated with the new Storm Water Permit and for deferred maintenance projects.	0.00 \$	8,648,012 \$	0
<b>La Jolla Alta Easement Erosion</b> Addition of an unfunded requirement due to a recent court ruling on the La Jolla Alta (Canyon) easement erosion.	0.00 \$	750,000 \$	0
<b>Increase to Retiree Health Care-Other Post-Employment Benefits (OPEB)</b> Addition of funds to be applied toward the total liability for retiree health care.	0.00 \$	537,870 \$	0

# General Services

## Significant Budget Adjustments

### GENERAL FUND

Street Division - General Fund	Positions	Cost	Revenue
<b>Non-Discretionary</b> Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.	0.00 \$	250,589 \$	0
<b>Adjustments to Gas Tax and TransNet Revenues</b> Overall Gas Tax and TransNet revenue is projected to increase for Fiscal Year 2008, one percent and three percent respectively. However, some departments realized a reduction in TransNet revenue as the result of the consolidation of the revenue into departments that perform the majority of transportation related activities: General Services - Streets Division, and Engineering and Capital Projects.	0.00 \$	0 \$	1,449,309
<b>Support for Information Technology</b> Funding is allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00 \$	(29,268) \$	0
<b>Parking Management Restructure</b> Transfer out of staff and non-personnel expenses from the Parking Management Department to the Police Department and the Office of the City Treasurer due to restructuring.	(1.00) \$	(74,259) \$	0
<b>Transfer to the Storm Water Pollution Prevention Division</b> Transfer of 1.00 Senior Drafting Aide, 1.66 Laboratory Technicians, and 0.50 Biologist III to the General Services Department - Storm Water Pollution Prevention Division.	(3.16) \$	(259,492) \$	0
<b>Transfer to the Administration Division</b> Transfer of 2.00 Utility Worker IIs, 1.00 Public Works Supervisor, and 1.00 Supervising Management Analyst to the General Services Department - Administration Division to accurately reflect organizational structure.	(4.00) \$	(330,934) \$	0
<b>Transfer to the Police Department</b> Transfer of staff and non-personnel expenses associated with the Street Sweeping Program enforcement to the Police Department.	(11.00) \$	(877,234) \$	(900,000)
<b>Savings from Business Process Reengineering (BPR) and the Five-Year Financial Outlook</b> Expenditure adjustments in personnel and non-personnel expenses as a result of position reductions and BPR.	(14.00) \$	(1,068,219) \$	0

## Significant Budget Adjustments

### GENERAL FUND

Street Division - General Fund	Positions	Cost	Revenue
<b>Vacancy Savings</b>	0.00 \$	(1,164,872) \$	0
Adjustments in personnel expense from positions that are projected to be vacant for a period of time in Fiscal Year 2008 due to personnel transition and salary differentials for new employees.			

### PUBLISHING SERVICES INTERNAL FUND

Publishing Services	Positions	Cost	Revenue
<b>Salary and Benefit Adjustments</b>	0.00 \$	524,657 \$	0
Adjustments to reflect the annualization of the Fiscal Year 2007 negotiated salary compensation schedule, changes to average salaries, retirement contributions, retiree health contributions, and other benefit compensation.			
<b>Increase to Retiree Health Care-Other Post-Employment Benefits (OPEB)</b>	0.00 \$	44,140 \$	0
Addition of funds to be applied toward the total liability for retiree health care.			
<b>Support for Information Technology</b>	0.00 \$	14,395 \$	0
Funding is allocated according to a zero-based annual review of information technology funding requirements and priority analyses.			
<b>Funding for the Enterprise Resource Planning (ERP) System</b>	0.00 \$	1,136 \$	0
This system will integrate all data and processes of the City's core functions into a unified data system. The ERP will replace independent applications the City has in place that will eliminate the need for external interfaces, provide a range of standardization, reduce maintenance, and allow for greater reporting capabilities.			
<b>Revised Revenue</b>	0.00 \$	0 \$	(249,298)
Adjustment to Fiscal Year 2007 revenue to reflect Fiscal Year 2008 revenue projections.			
<b>Non-Discretionary</b>	0.00 \$	(18,827) \$	0
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.			



# General Services

## Significant Budget Adjustments

### PUBLISHING SERVICES INTERNAL FUND

Publishing Services	Positions	Cost	Revenue
<b>Vacancy Savings</b> Adjustments in personnel expense from positions that are projected to be vacant for a period of time in Fiscal Year 2008 due to personnel transition and salary differentials for new employees.	0.00 \$	(39,754) \$	0
<b>Savings from Business Process Reengineering (BPR) and the Five-Year Financial Outlook</b> Expenditure adjustments in personnel and non-personnel expenses as a result of position reductions and BPR.	(10.00) \$	(684,393) \$	0

### EQUIPMENT INTERNAL SERVICE FUND

Equipment - Operations	Positions	Cost	Revenue
<b>Salary and Benefit Adjustments</b> Adjustments to reflect the annualization of the Fiscal Year 2007 negotiated salary compensation schedule, changes to average salaries, retirement contributions, retiree health contributions, and other benefit compensation.	0.00 \$	1,142,341 \$	0
<b>Savings from Business Process Reengineering (BPR) and the Five-Year Financial Outlook</b> Expenditure adjustments in personnel and non-personnel expenses as a result of position reductions and BPR.	71.50 \$	12,788,293 \$	20,784,408
<b>Fuel Cost Increases</b> Increase in fuel costs for the consolidated fleet and an increase in fuel revenue from non-fleet fueling and outside agency fueling due to fuel price increases.	0.00 \$	3,888,344 \$	550,000
<b>Equipment Parts Supplemental Costs</b> Increase budget for projected level of expenditures.	0.00 \$	2,292,982 \$	0
<b>Non-Discretionary</b> Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.	0.00 \$	1,194,024 \$	0
<b>Increase to Retiree Health Care-Other Post-Employment Benefits (OPEB)</b> Addition of funds to be applied toward the total liability for retiree health care.	0.00 \$	514,886 \$	0

## Significant Budget Adjustments

### EQUIPMENT INTERNAL SERVICE FUND

Equipment - Operations	Positions	Cost	Revenue
<b>Supplemental Accountant Support</b> Equipment Division funds 1.00 Accountant III with associated non-personnel expenses for on-site accounting support. Previously the transfer payment for this support was budgeted at only \$22,000 instead of the full annual cost of \$100,000.	0.00 \$	78,000 \$	0
<b>Funding for the Enterprise Resource Planning (ERP) System</b> This system will integrate all data and processes of the City's core functions into a unified data system. The ERP will replace independent applications the City has in place that will eliminate the need for external interfaces, provide a range of standardization, reduce maintenance, and allow for greater reporting capabilities.	0.00 \$	15,723 \$	0
<b>Support for Information Technology</b> Funding is allocated according to a zero-based annual review of information technology funding requirements and priority analyses.	0.00 \$	11,093 \$	0
<b>Revised Revenue</b> Adjustment to Fiscal Year 2007 revenue to reflect Fiscal Year 2008 revenue projections.	0.00 \$	0 \$	(201,960)
<b>Transfer to the Facilities Division</b> Transfer of 2.00 Custodian IIs to the General Services Department - Facilities Division as a result of Fleet Business Process Reengineering (BPR) implementation.	(2.00) \$	(112,144) \$	0
<b>Vacancy Savings</b> Adjustments in personnel expense from positions that are projected to be vacant for a period of time in Fiscal Year 2008 due to personnel transition and salary differentials for new employees.	0.00 \$	(459,330) \$	0

### EQUIPMENT REPLACEMENT FUND

Equipment - Replacement	Positions	Cost	Revenue
<b>Savings from Business Process Reengineering (BPR) and the Five-Year Financial Outlook</b> Expenditure adjustments in personnel and non-personnel expenses as a result of position reductions and BPR.	0.00 \$	19,191,659 \$	13,061,470

# General Services

## Significant Budget Adjustments

### EQUIPMENT REPLACEMENT FUND

Equipment - Replacement	Positions	Cost	Revenue
Non-Discretionary	0.00 \$	(574,900) \$	0
Adjustments to reflect expenses that are determined outside of the Department's direct control. Examples of these adjustments include utilities, insurance, and rent.			

## Expenditures by Category

	FY 2006 BUDGET	FY 2007 BUDGET	FY 2008 PROPOSED
<b>PERSONNEL</b>			
Salaries & Wages	\$ 36,675,076	\$ 38,602,199	\$ 37,928,080
Fringe Benefits	\$ 19,880,231	\$ 21,163,527	\$ 22,318,754
<b>SUBTOTAL PERSONNEL</b>	\$ 56,555,307	\$ 59,765,726	\$ 60,246,834
<b>NON-PERSONNEL</b>			
Supplies & Services	\$ 33,621,558	\$ 46,109,928	\$ 79,945,098
Information Technology	\$ 2,030,062	\$ 2,103,453	\$ 1,310,305
Energy/Utilities	\$ 11,512,175	\$ 13,421,414	\$ 20,977,954
Equipment Outlay	\$ 16,370,144	\$ 14,047,844	\$ 32,654,953
<b>SUBTOTAL NON-PERSONNEL</b>	\$ 63,533,939	\$ 75,682,639	\$ 134,888,310
<b>TOTAL</b>	\$ 120,089,246	\$ 135,448,365	\$ 195,135,144

## Revenues by Category

	FY 2006 BUDGET	FY 2007 BUDGET	FY 2008 PROPOSED
<b>GENERAL FUND</b>			
Licenses and Permits	\$ 6,984,315	\$ 6,984,315	\$ -
Fines, Forfeitures, and Penalties	\$ 17,171,472	\$ 19,453,901	\$ -
Revenue from Other Agencies	\$ -	\$ 128,000	\$ 128,000
Charges for Current Services	\$ 5,324,072	\$ 7,288,072	\$ 6,874,290
Transfers from Other Funds	\$ -	\$ 34,124,311	\$ 35,530,418
<b>TOTAL</b>	\$ 29,479,859	\$ 67,978,599	\$ 42,532,708

# General Services

## Salary Schedule

### GENERAL FUND

#### Street Division - General Fund

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>	<i>Salary</i>		<i>Total</i>
1104	Account Clerk	1.00	<b>1.00</b>	\$	37,878	\$ 37,878
1106	Sr Management Analyst	1.00	<b>1.00</b>	\$	70,802	\$ 70,802
1107	Administrative Aide II	1.00	<b>1.00</b>	\$	50,686	\$ 50,686
1153	Asst Engineer-Civil	5.00	<b>5.00</b>	\$	69,364	\$ 346,820
1157	Asst Engineer-Electrical	1.00	<b>1.00</b>	\$	69,515	\$ 69,515
1221	Assoc Engineer-Civil	2.00	<b>2.00</b>	\$	80,376	\$ 160,751
1227	Assoc Planner	1.00	<b>1.00</b>	\$	65,371	\$ 65,371
1233	Assoc Engineer-Traffic	1.00	<b>1.00</b>	\$	80,212	\$ 80,212
1288	Carpenter	1.00	<b>0.00</b>	\$	-	\$ -
1293	Cement Finisher	12.00	<b>12.00</b>	\$	50,638	\$ 607,661
1348	Info Systems Analyst II	2.00	<b>2.00</b>	\$	64,621	\$ 129,242
1356	Code Compliance Officer	3.00	<b>3.00</b>	\$	44,492	\$ 133,476
1423	Sr Drafting Aide	1.00	<b>0.00</b>	\$	-	\$ -
1428	Electrician	14.33	<b>14.33</b>	\$	56,221	\$ 805,641
1431	Electrician Supv	3.00	<b>3.00</b>	\$	63,529	\$ 190,587
1436	Equipment Technician I	2.00	<b>2.00</b>	\$	42,342	\$ 84,684
1438	Equipment Technician II	2.00	<b>2.00</b>	\$	46,568	\$ 93,136
1439	Equipment Operator I	12.00	<b>8.00</b>	\$	44,949	\$ 359,594
1440	Equipment Operator II	15.00	<b>15.00</b>	\$	49,096	\$ 736,445
1443	Electronics Technician	1.00	<b>1.00</b>	\$	56,718	\$ 56,718
1445	Equipment Operator III	3.00	<b>3.00</b>	\$	51,834	\$ 155,503
1465	Field Representative	1.00	<b>1.00</b>	\$	38,916	\$ 38,916
1498	Cement Gun Operator	1.00	<b>0.00</b>	\$	-	\$ -
1512	Heavy Truck Driver II	20.00	<b>17.00</b>	\$	44,704	\$ 759,967
1513	Heavy Truck Driver I	13.00	<b>9.00</b>	\$	42,680	\$ 384,118
1514	Horticulturist	1.00	<b>1.00</b>	\$	62,259	\$ 62,259
1535	Clerical Assistant II	2.00	<b>2.00</b>	\$	35,402	\$ 70,803
1580	Laboratory Technician	1.66	<b>0.00</b>	\$	-	\$ -
1618	Motor Sweeper Supv	1.00	<b>1.00</b>	\$	55,980	\$ 55,980
1622	Biologist III	0.50	<b>0.00</b>	\$	-	\$ -
1625	Motor Sweeper Operator	16.00	<b>16.00</b>	\$	48,499	\$ 775,982
1626	Traffic Striper Operator	0.00	<b>4.00</b>	\$	46,634	\$ 186,534
1630	Parking Enforcement Officer II	1.00	<b>0.00</b>	\$	-	\$ -
1640	Parking Enforcement Officer I	9.00	<b>0.00</b>	\$	-	\$ -
1648	Payroll Specialist II	2.00	<b>2.00</b>	\$	41,507	\$ 83,013
1666	Plant Process Control Electrician	1.00	<b>1.00</b>	\$	62,300	\$ 62,300
1727	Principal Engineering Aide	2.00	<b>2.00</b>	\$	60,485	\$ 120,969
1746	Word Processing Operator	1.00	<b>1.00</b>	\$	37,845	\$ 37,845

# General Services

## Salary Schedule

### GENERAL FUND

#### Street Division - General Fund

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>	<i>Salary</i>		<i>Total</i>
1751	Project Officer I	1.00	<b>1.00</b>	\$	79,940	\$ 79,940
1766	Public Works Dispatcher	2.00	<b>2.00</b>	\$	42,596	\$ 85,192
1776	Public Information Clerk	3.00	<b>3.00</b>	\$	37,688	\$ 113,063
1861	Sr Engineering Aide	2.00	<b>2.00</b>	\$	52,764	\$ 105,528
1871	Sr Public Information Officer	1.00	<b>1.00</b>	\$	64,783	\$ 64,783
1872	Sr Planner	1.00	<b>0.00</b>	\$	-	\$ -
1879	Sr Clerk/Typist	1.00	<b>1.00</b>	\$	43,313	\$ 43,313
1891	Sign Painter	2.00	<b>2.00</b>	\$	50,945	\$ 101,889
1895	Sign Shop Supv	1.00	<b>1.00</b>	\$	58,521	\$ 58,521
1917	Supv Management Analyst	1.00	<b>0.00</b>	\$	-	\$ -
1926	Info Systems Analyst IV	1.00	<b>1.00</b>	\$	80,290	\$ 80,290
1955	Traffic Signal Supv	2.00	<b>2.00</b>	\$	75,060	\$ 150,120
1957	Traffic Signal Technician II	16.00	<b>16.00</b>	\$	65,026	\$ 1,040,412
1961	Public Works Supv	19.00	<b>16.00</b>	\$	59,139	\$ 946,226
1968	Tree Maintenance Crewleader	2.00	<b>2.00</b>	\$	43,178	\$ 86,356
1969	Tree Trimmer	3.00	<b>3.00</b>	\$	41,763	\$ 125,288
1977	Public Works Superintendent	5.00	<b>5.00</b>	\$	79,565	\$ 397,826
1978	Utility Worker I	53.00	<b>50.00</b>	\$	36,233	\$ 1,811,640
1979	Utility Worker II	39.00	<b>36.00</b>	\$	39,499	\$ 1,421,970
1985	Welder	1.00	<b>1.00</b>	\$	53,159	\$ 53,159
2103	Management Intern	3.00	<b>3.00</b>	\$	25,911	\$ 77,733
2214	Deputy Director	1.00	<b>1.00</b>	\$	119,999	\$ 119,999
	Vacancy Factor Adjustment	0.00	<b>0.00</b>	\$	-	\$ (980,930)
	Class B	0.00	<b>0.00</b>	\$	-	\$ 22,000
	Confined Space Pay	0.00	<b>0.00</b>	\$	-	\$ 88,868
	Ex Perf Pay-Unclassified	0.00	<b>0.00</b>	\$	-	\$ 1,596
	Overtime Budgeted	0.00	<b>0.00</b>	\$	-	\$ 584,482
	<b>Total</b>	<b>317.49</b>	<b>284.33</b>			<b>\$ 13,552,672</b>

#### Storm Water Pollution Prevention

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>	<i>Salary</i>		<i>Total</i>
1104	Account Clerk	0.00	<b>1.00</b>	\$	37,878	\$ 37,878
1106	Sr Management Analyst	1.00	<b>1.00</b>	\$	70,802	\$ 70,802
1107	Administrative Aide II	0.00	<b>1.00</b>	\$	50,686	\$ 50,686
1153	Asst Engineer-Civil	1.00	<b>2.00</b>	\$	69,364	\$ 138,728
1218	Assoc Management Analyst	0.00	<b>1.00</b>	\$	64,539	\$ 64,539
1221	Assoc Engineer-Civil	1.00	<b>1.00</b>	\$	80,375	\$ 80,375
1227	Assoc Planner	1.00	<b>5.00</b>	\$	65,371	\$ 326,856
1349	Info Systems Analyst III	0.00	<b>1.00</b>	\$	71,601	\$ 71,601

# General Services

## Salary Schedule

### GENERAL FUND

#### Storm Water Pollution Prevention

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>	<i>Salary</i>		<i>Total</i>
1356	Code Compliance Officer	5.00	0.00	\$	-	\$ -
1357	Code Compliance Supv	1.00	0.00	\$	-	\$ -
1422	Drafting Aide	1.00	0.00	\$	-	\$ -
1535	Clerical Assistant II	1.00	1.00	\$	35,402	\$ 35,402
1580	Laboratory Technician	1.34	2.00	\$	48,861	\$ 97,722
1622	Biologist III	3.00	3.00	\$	74,563	\$ 223,690
1624	Biologist II	3.00	6.00	\$	65,227	\$ 391,361
1746	Word Processing Operator	1.00	1.00	\$	37,845	\$ 37,845
1751	Project Officer I	0.00	1.00	\$	79,940	\$ 79,940
1871	Sr Public Information Officer	2.00	2.00	\$	64,783	\$ 129,566
1879	Sr Clerk/Typist	1.00	1.00	\$	43,313	\$ 43,313
1880	Sr Zoning Investigator	0.00	2.00	\$	66,764	\$ 133,528
1940	Supv Public Info Officer	1.00	1.00	\$	71,999	\$ 71,999
1998	Zoning Investigator II	0.00	8.00	\$	60,881	\$ 487,051
2214	Deputy Director	1.00	1.00	\$	110,057	\$ 110,057
	Vacancy Factor Adjustment	0.00	0.00	\$	-	\$ (465,900)
	Bilingual - Regular	0.00	0.00	\$	-	\$ 9,500
	Overtime Budgeted	0.00	0.00	\$	-	\$ 144,781
	Reg Pay For Engineers	0.00	0.00	\$	-	\$ 21,494
	Temporary Help	0.00	0.00	\$	-	\$ 44,348
	<b>Total</b>	<b>25.34</b>	<b>42.00</b>		<b>\$</b>	<b>2,437,162</b>

#### Station 38

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>	<i>Salary</i>		<i>Total</i>
1766	Public Works Dispatcher	6.75	6.25	\$	42,596	\$ 266,225
1767	Public Works Dispatch Supv	1.00	1.00	\$	49,340	\$ 49,340
	Overtime Budgeted	0.00	0.00	\$	-	\$ 19,632
	<b>Total</b>	<b>7.75</b>	<b>7.25</b>		<b>\$</b>	<b>335,197</b>

#### Parking Management

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>	<i>Salary</i>		<i>Total</i>
1106	Sr Management Analyst	1.00	0.00	\$	-	\$ -
1218	Assoc Management Analyst	1.00	0.00	\$	-	\$ -
1401	Info Systems Technician	1.00	0.00	\$	-	\$ -
1411	Dispatcher II	1.00	0.00	\$	-	\$ -
1535	Clerical Assistant II	12.00	0.00	\$	-	\$ -
1630	Parking Enforcement Officer II	18.00	0.00	\$	-	\$ -
1639	Parking Enforcement Supv	8.00	0.00	\$	-	\$ -
1640	Parking Enforcement Officer I	41.50	0.00	\$	-	\$ -

# General Services

## Salary Schedule

### GENERAL FUND

#### Parking Management

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>	<i>Salary</i>	<i>Total</i>
1641	Parking Meter Technician	6.00	0.00	\$ -	\$ -
1646	Parking Meter Supv	1.00	0.00	\$ -	\$ -
1648	Payroll Specialist II	0.50	0.00	\$ -	\$ -
1776	Public Information Clerk	6.00	0.00	\$ -	\$ -
1803	Sr Parking Meter Technician	1.00	0.00	\$ -	\$ -
1844	Sr Account Clerk	1.00	0.00	\$ -	\$ -
1879	Sr Clerk/Typist	1.00	0.00	\$ -	\$ -
<b>Total</b>		100.00	0.00	\$	-

#### Facilities

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>	<i>Salary</i>	<i>Total</i>
1104	Account Clerk	1.00	1.00	\$ 37,878	\$ 37,878
1105	Administrative Aide I	1.00	1.00	\$ 43,820	\$ 43,820
1106	Sr Management Analyst	1.00	1.00	\$ 70,802	\$ 70,802
1153	Asst Engineer-Civil	1.00	0.00	\$ -	\$ -
1225	Assoc Engineer-Mechanical	1.00	0.00	\$ -	\$ -
1273	Building Maintenance Supv	7.00	6.00	\$ 74,804	\$ 448,824
1274	Building Supv	1.00	1.00	\$ 47,688	\$ 47,688
1275	Building Services Supv	1.00	1.00	\$ 55,481	\$ 55,481
1279	Sr Building Maintenance Supv	1.00	2.00	\$ 93,337	\$ 186,674
1280	Building Service Technician	18.00	18.00	\$ 39,491	\$ 710,842
1288	Carpenter	17.00	15.00	\$ 52,003	\$ 780,046
1290	Carpenter Supv	1.00	1.00	\$ 59,779	\$ 59,779
1389	Custodian II	10.00	11.00	\$ 31,149	\$ 342,637
1401	Info Systems Technician	1.00	1.00	\$ 50,993	\$ 50,993
1428	Electrician	14.00	14.00	\$ 56,221	\$ 787,089
1431	Electrician Supv	1.00	1.00	\$ 63,529	\$ 63,529
1510	Heating Technician	4.50	4.00	\$ 56,439	\$ 225,756
1511	Heat, Vent & A/C Supv	1.00	1.00	\$ 65,184	\$ 65,184
1597	Locksmith	2.00	2.00	\$ 52,847	\$ 105,694
1601	Construction Estimator	2.00	2.00	\$ 65,184	\$ 130,368
1635	Painter	9.50	4.00	\$ 50,142	\$ 200,567
1637	Painter Supv	1.00	0.00	\$ -	\$ -
1648	Payroll Specialist II	1.00	1.00	\$ 41,507	\$ 41,507
1672	Plasterer	1.00	1.00	\$ 54,721	\$ 54,721
1675	Plumber	11.00	11.00	\$ 56,524	\$ 621,768
1677	Plumber Supv	1.00	1.00	\$ 64,681	\$ 64,681
1727	Principal Engineering Aide	1.00	0.00	\$ -	\$ -
1746	Word Processing Operator	1.00	1.00	\$ 37,845	\$ 37,845

# General Services

## Salary Schedule

### GENERAL FUND

#### Facilities

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>		<i>Salary</i>	<i>Total</i>
1802	Sr Locksmith	1.00	<b>1.00</b>	\$	55,763	\$ 55,763
1810	Refrigeration Mechanic	7.50	<b>8.00</b>	\$	56,302	\$ 450,412
1819	Roofer	5.00	<b>4.00</b>	\$	47,689	\$ 190,755
1823	Safety Officer	0.00	<b>1.00</b>	\$	70,176	\$ 70,176
1913	Sr Refrigeration Mechanic	3.00	<b>3.00</b>	\$	59,583	\$ 178,749
2214	Deputy Director	1.00	<b>1.00</b>	\$	119,999	\$ 119,999
	Vacancy Factor Adjustment	0.00	<b>0.00</b>	\$	-	\$ (269,706)
	Bilingual - Regular	0.00	<b>0.00</b>	\$	-	\$ 1,565
	Overtime Budgeted	0.00	<b>0.00</b>	\$	-	\$ 165,224
	Standby Pay	0.00	<b>0.00</b>	\$	-	\$ 14,920
	<b>Total</b>	130.50	<b>120.00</b>		<b>\$</b>	<b>6,212,030</b>

#### Contracts Division

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>		<i>Salary</i>	<i>Total</i>
1153	Asst Engineer-Civil	0.00	<b>1.00</b>	\$	69,364	\$ 69,364
1225	Assoc Engineer-Mechanical	0.00	<b>1.00</b>	\$	80,276	\$ 80,276
1601	Construction Estimator	0.00	<b>2.00</b>	\$	65,184	\$ 130,368
1727	Principal Engineering Aide	0.00	<b>1.00</b>	\$	60,484	\$ 60,484
	<b>Total</b>	0.00	<b>5.00</b>		<b>\$</b>	<b>340,492</b>

#### Administration

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>		<i>Salary</i>	<i>Total</i>
1612	Org Effectiveness Specialist III	0.00	<b>1.00</b>	\$	71,648	\$ 71,648
1876	Executive Secretary	1.00	<b>1.00</b>	\$	52,009	\$ 52,009
1917	Supv Management Analyst	0.00	<b>1.00</b>	\$	80,610	\$ 80,610
2132	Department Director	1.00	<b>1.00</b>	\$	142,771	\$ 142,771
2181	Asst Department Director	0.00	<b>1.00</b>	\$	126,709	\$ 126,709
	<b>Total</b>	2.00	<b>5.00</b>		<b>\$</b>	<b>473,747</b>

<b>General Fund Total</b>	583.08	<b>463.58</b>		<b>\$</b>	<b>23,351,300</b>
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### PUBLISHING SERVICES INTERNAL FUND

#### Publishing Services

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>		<i>Salary</i>	<i>Total</i>
1104	Account Clerk	2.00	<b>1.00</b>	\$	37,878	\$ 37,878
1107	Administrative Aide II	1.00	<b>1.00</b>	\$	50,686	\$ 50,686
1235	Multimedia Production Coordinator	1.00	<b>0.00</b>	\$	-	\$ -
1261	Bindery Worker II	9.00	<b>6.00</b>	\$	34,253	\$ 205,515
1262	Bindery Worker III	2.00	<b>2.00</b>	\$	37,747	\$ 75,494



# General Services

## Salary Schedule

### PUBLISHING SERVICES INTERNAL FUND

#### Publishing Services

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>		<i>Salary</i>	<i>Total</i>
1401	Info Systems Technician	1.00	<b>1.00</b>	\$	50,992	\$ 50,992
1489	Graphic Design Supv	1.00	<b>0.00</b>	\$	-	\$ -
1490	Graphic Designer	4.00	<b>4.00</b>	\$	52,160	\$ 208,640
1535	Clerical Assistant II	1.00	<b>1.00</b>	\$	35,402	\$ 35,402
1583	Electronic Publishing Specialist	2.00	<b>2.00</b>	\$	49,725	\$ 99,450
1595	Lithographic Technician	2.00	<b>1.00</b>	\$	47,840	\$ 47,840
1632	Offset Press Operator	1.00	<b>0.00</b>	\$	-	\$ -
1736	Print Shop Supv	1.00	<b>1.00</b>	\$	67,820	\$ 67,820
1765	Offset Press Supv	1.00	<b>0.00</b>	\$	-	\$ -
1868	Sr Offset Press Operator	5.00	<b>5.00</b>	\$	45,496	\$ 227,480
1902	Storekeeper I	1.00	<b>0.00</b>	\$	-	\$ -
	Vacancy Factor Adjustment	0.00	<b>0.00</b>	\$	-	\$ (33,216)
	Overtime Budgeted	0.00	<b>0.00</b>	\$	-	\$ 18,200
	<b>Total</b>	<b>35.00</b>	<b>25.00</b>			<b>\$ 1,092,181</b>

### EQUIPMENT INTERNAL SERVICE FUND

#### Equipment - Operations

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>		<i>Salary</i>	<i>Total</i>
1104	Account Clerk	2.00	<b>2.00</b>	\$	37,878	\$ 75,756
1106	Sr Management Analyst	1.00	<b>1.00</b>	\$	70,802	\$ 70,802
1146	Fleet Maintenance Supv	1.00	<b>0.00</b>	\$	-	\$ -
1225	Assoc Engineer-Mechanical	1.00	<b>1.00</b>	\$	80,276	\$ 80,276
1237	Payroll Specialist I	0.50	<b>0.50</b>	\$	39,514	\$ 19,757
1249	Fleet Parts Buyer Supervisor	1.00	<b>1.00</b>	\$	62,666	\$ 62,666
1250	Fleet Parts Buyer	4.00	<b>4.00</b>	\$	53,770	\$ 215,079
1264	Body And Fender Mechanic	2.00	<b>5.00</b>	\$	53,397	\$ 266,986
1348	Info Systems Analyst II	1.00	<b>1.00</b>	\$	64,621	\$ 64,621
1389	Custodian II	2.00	<b>0.00</b>	\$	-	\$ -
1401	Info Systems Technician	2.00	<b>2.00</b>	\$	50,993	\$ 101,985
1435	Equipment Repair Supv	10.00	<b>17.00</b>	\$	65,022	\$ 1,105,376
1437	Equipment Mechanic	78.00	<b>109.00</b>	\$	52,941	\$ 5,770,591
1442	Equipment Trainer	1.00	<b>1.00</b>	\$	57,738	\$ 57,738
1445	Equipment Operator III	1.00	<b>0.00</b>	\$	-	\$ -
1446	Equipment Painter	1.00	<b>2.00</b>	\$	51,976	\$ 103,952
1447	Equipment Service Writer	3.00	<b>5.00</b>	\$	56,519	\$ 282,595
1450	Sr Motive Service Technician	13.00	<b>27.00</b>	\$	43,610	\$ 1,177,472
1452	Motive Service Technician	14.00	<b>25.50</b>	\$	40,626	\$ 1,035,959

# General Services

## Salary Schedule

### EQUIPMENT INTERNAL SERVICE FUND

#### Equipment - Operations

<i>Class</i>	<i>Position Title</i>	<i>FY 2007 Positions</i>	<i>FY 2008 Positions</i>	<i>Salary</i>		<i>Total</i>
1512	Heavy Truck Driver II	2.00	<b>0.00</b>	\$	-	\$ -
1535	Clerical Assistant II	0.00	<b>1.00</b>	\$	35,402	\$ 35,402
1602	Machinist	2.00	<b>2.00</b>	\$	55,270	\$ 110,540
1616	Metal Fabrication Supv	1.00	<b>2.00</b>	\$	63,687	\$ 127,373
1648	Payroll Specialist II	1.00	<b>1.00</b>	\$	41,507	\$ 41,507
1746	Word Processing Operator	1.00	<b>1.00</b>	\$	37,845	\$ 37,845
1762	Fleet Manager	1.00	<b>3.00</b>	\$	92,900	\$ 278,700
1823	Safety Officer	1.00	<b>1.00</b>	\$	70,176	\$ 70,176
1899	Stock Clerk	11.00	<b>13.00</b>	\$	36,016	\$ 468,214
1902	Storekeeper I	0.00	<b>2.00</b>	\$	41,330	\$ 82,660
1978	Utility Worker I	3.00	<b>3.00</b>	\$	36,233	\$ 108,699
1982	Vehicle And Fuel Clerk	4.00	<b>3.00</b>	\$	38,051	\$ 114,153
1985	Welder	13.00	<b>12.00</b>	\$	53,159	\$ 637,902
2214	Deputy Director	1.00	<b>1.00</b>	\$	113,300	\$ 113,300
	Vacancy Factor Adjustment	0.00	<b>0.00</b>	\$	-	\$ (383,795)
	ASE Cert	0.00	<b>0.00</b>	\$	-	\$ 195,982
	Class B	0.00	<b>0.00</b>	\$	-	\$ 145,743
	Ex Perf Pay-Classified	0.00	<b>0.00</b>	\$	-	\$ 3,000
	Night Shift Pay	0.00	<b>0.00</b>	\$	-	\$ 85,806
	Overtime Budgeted	0.00	<b>0.00</b>	\$	-	\$ 719,781
	<b>Total</b>	<u>179.50</u>	<u><b>249.00</b></u>			<b>\$ 13,484,599</b>
<b>GENERAL SERVICES TOTAL</b>		797.58	<b>737.58</b>			<b>\$ 37,928,080</b>

# General Services

## Revenue and Expense Statement (Non-General Fund)

### EQUIPMENT INTERNAL SERVICE FUNDS 50030 & 50031

	FY 2006* BUDGET	FY 2007* BUDGET	FY 2008* PROPOSED
<b>BEGINNING BALANCE AND RESERVE</b>			
Balance from Prior Year	\$ 36,672,875	\$ 40,107,615	\$ 30,700,000
Prior Year Encumbrances	\$ 1,833,569	\$ 8,465,069	\$ 8,100,000
<b>TOTAL BALANCE</b>	<b>\$ 38,506,444</b>	<b>\$ 48,572,684</b>	<b>\$ 38,800,000</b>
<b>REVENUE</b>			
Direct Charge for Services	\$ 1,245,000	\$ 1,245,000	\$ 1,220,000
Equipment Usage Charge	\$ 23,569,363	\$ 25,889,087	\$ 46,481,035
Other Revenue	\$ 196,500	\$ 196,500	\$ 222,000
Sale of Equipment / Material / Fuel	\$ 2,165,000	\$ 2,365,000	\$ 3,505,000
Transfer from General Fund	\$ -	\$ -	\$ 2,932,606
Vehicle Assignment	\$ 20,556,747	\$ 20,160,429	\$ 29,689,293
<b>TOTAL REVENUE</b>	<b>\$ 47,732,610</b>	<b>\$ 49,856,016</b>	<b>\$ 84,049,934</b>
<b>TOTAL BALANCE AND REVENUE</b>	<b>\$ 86,239,054</b>	<b>\$ 98,428,700</b>	<b>\$ 122,849,934</b>
<b>OPERATING EXPENSE</b>			
Acquisition / Fitting	\$ 8,891,204	\$ 8,895,342	\$ 25,216,098
Administration	\$ 1,495,179	\$ 1,541,524	\$ 2,541,685
Encumbrances Expended	(1) \$ 1,833,569	\$ 8,465,069	\$ 8,100,000
Equipment & Vehicle Lease Program (EVFP)	\$ 6,809,800	\$ 4,883,400	\$ 7,241,106
Repair / Maintenance	\$ 16,743,572	\$ 16,905,729	\$ 29,167,880
Support Services	\$ 6,865,650	\$ 9,038,886	\$ 17,069,083
Transfer to OHS	\$ 4,466	\$ -	\$ -
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 42,643,440</b>	<b>\$ 49,729,950</b>	<b>\$ 89,335,852</b>
<b>TOTAL EXPENSE</b>	<b>\$ 42,643,440</b>	<b>\$ 49,729,950</b>	<b>\$ 89,335,852</b>
<b>RESERVE</b>			
Reserve for Encumbrances	\$ 8,465,069	\$ 8,100,000	\$ 5,000,000
<b>TOTAL RESERVE</b>	<b>\$ 8,465,069</b>	<b>\$ 8,100,000</b>	<b>\$ 5,000,000</b>
<b>TOTAL RESERVE</b>	<b>\$ 8,465,069</b>	<b>\$ 8,100,000</b>	<b>\$ 5,000,000</b>
<b>BALANCE</b>	<b>\$ 35,130,545</b>	<b>\$ 40,598,750</b>	<b>\$ 28,514,082</b>
<b>TOTAL EXPENSE, RESERVE AND BALANCE</b>	<b>\$ 86,239,054</b>	<b>\$ 98,428,700</b>	<b>\$ 122,849,934</b>

\* At the time of publication audited financial statements for Fiscal Year 2006 were not available. Therefore, the Fiscal Years 2006 and 2007 columns reflect final budget amounts from the Fiscal Year 2006 and 2007 Annual Budgets. As such, balances and reserves do not reflect carryover from the previous fiscal year.

\*\* Fiscal Year 2008 reflects a consolidated fleet organization. Police and Fire fleets were previously budgeted in their respective departments.

\*\*\* Encumbrance estimate was not available for Fiscal Year 2007 Budget; an estimate has been included.

(1) Encumbrances are not budgeted.

# General Services

## Revenue and Expense Statement (Non-General Fund)

### PUBLISHING SERVICES INTERNAL SERVICE FUND 50020

	FY 2006* BUDGET	FY 2007* BUDGET	FY 2008* PROPOSED
<b>BEGINNING BALANCE AND RESERVE</b>			
Balance from Prior Year	\$ 119,022	\$ 119,022	\$ (615,494) <sup>(1)</sup>
<b>TOTAL BALANCE</b>	<b>\$ 119,022</b>	<b>\$ 119,022</b>	<b>\$ (615,494)</b>
<b>REVENUE</b>			
Balboa / Concourse Copy Center	\$ 742,323	\$ 742,323	\$ 633,921
Bindery Operations	\$ 477,842	\$ 477,842	\$ 427,811
Blueprinting Operations	\$ 65,000	\$ 65,000	\$ 65,000
City Administration Building Quick Print	\$ 454,335	\$ 454,335	\$ 433,210
Citywide Photocopy Program	\$ 1,367,290	\$ 1,367,290	\$ 1,436,269
Electronic Publishing	\$ 103,195	\$ 103,195	\$ 72,748
Graphics and Photography	\$ 408,251	\$ 408,251	\$ 355,214
Lithography Operations	\$ 110,489	\$ 110,489	\$ 79,557
Miscellaneous Revenue	\$ 6,500	\$ 6,500	\$ 6,500
Printing Operations	\$ 1,014,073	\$ 1,014,073	\$ 989,770
<b>TOTAL REVENUE</b>	<b>\$ 4,749,298</b>	<b>\$ 4,749,298</b>	<b>\$ 4,500,000</b>
<b>TOTAL BALANCE AND REVENUE</b>	<b>\$ 4,868,320</b>	<b>\$ 4,868,320</b>	<b>\$ 3,884,506</b>
<b>OPERATING EXPENSE</b>			
Non-Personnel Expense	\$ 2,465,898	\$ 2,407,702	\$ 2,404,406
Personnel Expense	\$ 2,283,400	\$ 1,947,399	\$ 1,792,049
<b>TOTAL OPERATING EXPENSE</b>	<b>\$ 4,749,298</b>	<b>\$ 4,355,101</b>	<b>\$ 4,196,455</b>
<b>TOTAL EXPENSE</b>	<b>\$ 4,749,298</b>	<b>\$ 4,355,101</b>	<b>\$ 4,196,455</b>
<b>BALANCE</b>	<b>\$ 119,022</b>	<b>\$ 513,219</b>	<b>\$ (311,949)</b>
<b>TOTAL EXPENSE, RESERVE AND BALANCE</b>	<b>\$ 4,868,320</b>	<b>\$ 4,868,320</b>	<b>\$ 3,884,506</b>

\* At the time of publication audited financial statements for Fiscal Year 2006 were not available. Therefore, the Fiscal Years 2006 and 2007 columns reflect final budget amounts from the Fiscal Year 2006 and 2007 Annual Budgets. As such, balances and reserves do not reflect carryover from the previous fiscal year.

(1) It is anticipated the Publishing Services Fund will end Fiscal Year 2008 with a fund deficit. To mitigate this fund deficit several courses of action will be explored, including expenditure reductions, the proposal of fee increases, possible BPR efficiencies, and if necessary requesting assistance from the General Fund to balance the fund.

